
From: David Blackwood

To: Martin Dannenfelser; Tina Louise Martin; Pamela Dunston; Michele Ramey

Sent: Tue Dec 07 05:38:04 2010

Subject: FW: FOR YOUR IMMEDIATE ATTENTION AND PROMPT ACTION: WikiLeaks: Model Agency Notice to Employees

FYI

From: OMB General Counsel's Office [<mailto:agency-gcs@messages.whitehouse.gov>]

Sent: Friday, December 03, 2010 12:21 PM

To: David Blackwood

Subject: FOR YOUR IMMEDIATE ATTENTION AND PROMPT ACTION: WikiLeaks: Model Agency Notice to Employees

TO: AGENCY GENERAL COUNSELS

The recent disclosure of U.S. Government documents by WikiLeaks has resulted in damage to our national security. Federal agencies collectively, and each federal employee and contractor individually, are obligated to protect classified information pursuant to all applicable laws, as well as to protect the integrity of government information technology systems. It is a function of agency leadership to establish a vigilant climate that underscores the critical importance of the existing prohibitions, restrictions, and requirements regarding the safeguarding of classified information.

Accordingly, agencies are requested immediately to send a notice to all agency employees and contractors reminding them of their obligations to safeguard classified information. A model notice, for use or adaptation by each agency, is attached to this memorandum. Agencies are responsible for communicating this notice promptly to their employees and contractors. If an agency has a legitimate need for personnel to access classified information on publicly available websites, the agency head shall ensure that such access is managed in a manner that minimizes risk to government information technology systems and adheres to established requirements.

Thank you for your cooperation and assistance.

Attachment (Model Agency Notice)

Preeta D. Bansal
OMB General Counsel and Senior Policy Advisor
395-5044

- WikiLeaks Model Employee Notice 120310.docx

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